

Board of Directors



Minutes of the Regular Meeting

Superintendent Scheduled to Attend Board Meeting

Tim Beying, Regular

Joe Palmer, Alternate

Date: August 17th, 2022

Location: Keystone Office, 500 E. Sunflower Blvd., Ozawkie, KS 66070

Time: 6:30 p.m. Call Meeting to Order

At 6:30 p.m., Board President Scott Gibson called the meeting to order. Members present: Ramon Gonzalez, Kim Troupe, USD 342 Board Proxy, Jana Farmer, Kelli Bottorff, Jerry Barnes. Member absent: Caleb Clark and Justin Finley.

Jackie Aldrich, USD 343 Alternate, began attending at 6:33 by Zoom.

Others present: Doug Anderson, Executive Director; Belinda O'Dell, Assistant Special Education Director; Lisa Morando, Business Manager; Amy Conklin, Board Clerk/Assistant Special Education Director; and Tim Beying, Pleasant Ridge Superintendent

Monthly Action Items

ACTION

1. Approval of Meeting Agenda & Consent Agenda Items

Monthly Consent Agenda Items

Any Board member may request that any item be removed from this consent agenda to the regular agenda for action to be taken separately.

1. Approval of Meeting Agenda
2. Approval of Minutes of Last Month's Meeting
3. Approval of Bill & Claims
4. Approval of Cash Summary Report
5. Approval of Monthly Fund Transfers

6. Approval of Check Registers

7. Approval of Tiny K Handbook Addendum

ACTION

Kelli Bottorff made a motion to approve the Agenda & Consent Items as presented. Ramon Gonzalez seconded and motion passed 6-0.

Monthly Communications

1. Receive Communications from Visitors Present: Ramon Gonzalez introduced Jackie Aldrich who is the alternate board member from USD 343.

Discussion Items

1. **Keystone Priorities**

- a. KDHE Grant update – Doug reported that the grant budget was amended to include more money to offset the cost of nursing staff needed to counsel staff and families and interpret the changing KDIIE protocols. Districts also have the option to have COVID, flu, and strep tests available for families and staff. Keystone will continue to serve as the fiscal manager for the 8 districts.
- b. Special thanks to *Oskaloosa* and *Perry* for hosting Keystone Inservice! – Doug thanked both Oskaloosa and Perry/Lecompton for allowing us to use their spaces for inservice.

2. **Budget Summary Update**

- a. Special Education Audit – the annual audit is underway, progressing very well.
- b. Summary Report – Lisa reported that we are continuing to save money for bigger maintenance and vehicle expenses that will be coming up in the next 5 years. We have also been closely watching Maintenance of Effort and appear to be in a good spot. Keystone warns that a lower estimate for categorical aid next year will put a burden on the districts to make MOE. Cash carryover is slightly higher than anticipated due to unexpected reasons such as staff absences and cat aid payment higher than budgeted. Budgets can't be influenced by these special cause events. The money will be used for the long-range maintenance/vehicle purchases. Doug announced that Director of Finance Lisa Morando has resigned and will be taking a position with the Seaman school district. Her numerous contributions over the past 14 years are appreciated!

3. **Personnel Update**

- a. Vacancy Report Licensed/New Hires – Belinda O'dell shared that we have hired 6 paras over the summer, however, we have had 10 para resignations. We have conducted 11 para interviews and hope to hire all 11. We have also been able to hire 6 teachers/long term substitutes to fully staff our programs.
- b. Open Positions – strategies for para vacancies – Belinda indicated that we do continue to have para openings and are working to fill positions in Jeff West, Valley Falls, Oskaloosa, McLouth, and Perry/Lecompton.
- c. Developing committee to review how to handle delinquent paperwork – Belinda reported that Keystone Administration will be forming this committee along with staff. We plan to have meetings coming up in September with a plan developed in October.

Executive Session

At 7:12 p.m. Scott Gibson made the motion to go into executive session for 20 minutes at to discuss personnel issues pursuant to non-elected personnel exception under KOMA, with the open meeting resuming in the boardroom at 7:32 p.m. The Executive Session included Doug Anderson. Ramon Gonzalez seconded and motion carried 6-0.

At 7:32 p.m., open session resumed.

Action Items

1. Personnel Update--Contracts and Resignations

Approval of the August 2022 Personnel Report

ACTION

Kelli Bottorff made the motion to approve the personnel update as presented. Jana Farmer seconded and the motion carried 6-0.

2. Approval of District Assessment Increase for 2022-2023

ACTION

Ramon Gonzalez made the motion to approve the assessment increase of \$132,000 to districts for the school year 2022-2023. Kelli Bottorff seconded and the motion passed 6-0.

Miscellaneous Items from Board Members

1. Director's Comments – Doug shared that this is the best time of year. It was great to see the classrooms set up, to see the enthusiasm of the students and overall, it is wonderful to have people back.

2. Any Board Member Wishing to Speak – Ramon Gonzalez thanked Lisa for everything she has done for Keystone. Scott Gibson reported that Jeff West had a successful Back to School night that served over 600 hot dogs and hamburgers to the community, families, and students.

Adjournment – At 7:40 p.m., the meeting was adjourned.



Scott Gibson
President



Amy Conklin
Clerk of the Board

Date 9/21/22

